**Name –Tami Harmam\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Identify key questions you might use in your coaching conversation.*

|  |  |
| --- | --- |
| **Key Areas** | **Observation Notes** |
| * Type of Coaching Conversation * Directive/ Instructional * Collaborative * Facilitative/ Supportive | * Which type of Coaching Conversation is being planned? * Facilitative/Supportive |
| * Purpose of the Coaching Conversation | * To assist the high school principal with her Leadership Growth Plan for the school district. |
| * ***O****bjective Questions* * The “what” * Invitation to the conversation | * What will students achieve from your plan? * What will staff get from your plan? * What will you as the administrator get from the plan? |
| * *Reflective Questions* * The “what about the what” * Emotional | * What do you hope to have happen at the end of the year because of your plan? * Will this make a difference to someone in the end? |
| * ***I****nterpretive Questions* * The “so what” * Brainstorming | * What are some other goals you could consider to benefit all including yourself? * What are some areas that need attention in the school that you could include in your plan? |
| * ***D****ecisional Questions* * The “now what” * Identifies specifics “next steps” to be taken | * What can I specifically do to help you with your plan? * What are your next steps to implement the plan? |
| * *Based on the Decision, what are the responsibilities of the administrator?*   *This area will be completed after the conversation – to summarize the “next steps” of the administrator.* | * To look closer at the entire school makeup and decide if the plan needs more or if it is OK the way it is written. * To report the plan as is or revised to the superintendent. |
| * *Based on the Decision, what are my responsibilities?*   *This area will be completed after the conversation – to summarize the “next steps” and responsibilities of the coach.* | * To continue to monitor and support the principal. * To have more conversations through the school year with the principal to check on how the plan is progressing and if there are any changes, additions, or deletions to the plan that need to be considered. |

**Reflection on the Coaching Conversation**

**Name: Tami Harman**

**Date: 2/01/2010**

**Type of Coaching Conversation: Directive/Supportive Collaborative Facilitative/Supportive**

* **Facilitative/Supportive**

**Reflect on the coaching conversation you completed with the administrator:**

**She was looking for feedback and this was a way to offer support and look further at her goals.**

**What impact did planning for the conversation, including the development of the ORID questions, have on the coaching conference itself?**

**Planning was the key to our conversation. It is always uncomfortable conversing with your boss, especially about their own personal growth plan. The questions kept it professional and gave us a starting point for the conversation.**

**What was most challenging for you during the conversation? Most pleasing?**

**The most challenging was asking if the plan met the needs of the entire school community. The most pleasing was having the conversation about her goals and how they will benefit the school and herself.**

**What might be some things you would do differently/the same in your next conversation?**

**The conversation went well! Maybe I would have needed more questions to ask to be sure we addressed her concerns.**

**What techniques will you specifically address in your next coaching conversation?**

**To be able to listen first and ask questions later. There were times I spoke too soon and the answer was yet to come. Wait time!!!**